

ADMINISTRATIVE GUIDELINES

SUBJECT: UNMANNED AERIAL VEHICLE (UAV) USAGE GUIDELINES

ADOPTED: February 15, 2017

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STATEMENT:

ACCEL's Memorandum of Coverage provides excess coverage for UAVs that are regulated by the Federal Aviation Authority (FAA) Small Unmanned Aircraft Regulations (Part 107). The following Guidelines summarize the FAA regulations and are suggested to be followed for usage of a UAV.

GUIDELINES:

- A person operating a small UAS (Unmanned Aerial System) must either hold a remote pilot airman certificate with a small UAS rating or be under the direct supervision of a person who does hold a remote pilot certificate (remote pilot in command).
- Unmanned aircraft must weigh less than 55 lbs. (25 kg).
- Visual line-of-sight (VLOS) only; the unmanned aircraft must remain within VLOS of the remote pilot in command and the person manipulating the flight controls of the small UAS. Alternatively, the unmanned aircraft must remain within VLOS of the visual observer.
- At all times the small unmanned aircraft must remain close enough to the remote pilot in command and the person manipulating the flight controls of the small UAS for those people to be capable of seeing the aircraft with vision unaided by any device other than corrective lenses.
- Small unmanned aircraft may not operate over any persons not directly participating in the operation, not under a covered structure, and not inside a covered stationary vehicle.
- Daylight-only operations, or civil twilight (30 minutes before official sunrise to 30 minutes after official sunset, local time) with appropriate anti-collision lighting.
- Must yield right of way to other aircraft.
- First-person view camera cannot satisfy "see-and-avoid" requirement but can be used as long as requirement is satisfied in other ways.
- Maximum groundspeed of 100 mph (87 knots) and maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure.
- Minimum weather visibility of 3 miles from control station.
- Operations in Class B, C, D and E airspace are allowed with the required ATC permission.
- Operations in Class G airspace are allowed without ATC permission.
- No careless or reckless operations.
- No carriage of hazardous materials.
- Conduct a preflight inspection, to include specific aircraft and control station systems checks, to ensure the small UAS is in a condition for safe operation.
- A person may not operate a small unmanned aircraft if they know or have reason to know of any physical or mental condition that would interfere with the safe operation of a small UAS.
- External load operations are allowed if the object being carried by the unmanned aircraft is securely attached and does not adversely affect the flight characteristics or controllability of the aircraft.
- Report to the City within 5 days of any operation that results in at least serious injury, loss of consciousness, or property damage of at least \$500.
- Ensure that the small unmanned aircraft complies with the existing registration requirements specified in § 91.203(a)(2).

A remote pilot in command may deviate from the requirements of this rule in response to an in-flight emergency.